

Lackawanna County Health Care Center Administrator

The Lackawanna County Health Care Center provides long term Nursing Care to 272 residents, 24 hours a day, 7 days a week. We are currently searching for an experienced, dedicated and licensed Administrator. The successful candidate will lead and direct the overall operations of the facility in accordance with customer needs, government regulations and policies, with focus on maintaining excellent care for the residents/patients. To be considered, you must be a PA licensed Nursing Home Administrator with at least 3-5 years experience. Excellent interpersonal, communication and organizational skills are essential.

Responsibilities Include:

- Leads planning process to develop goals for quality care, employee retention and financial performance
- Manages the day-to-day operations of the facility
- Directs the hiring and training of personnel
- Prepares annual budgets for approval
- Directs and guides the activities of clinical, administrative and service departments
- Implements control systems to ensure accountability of all departments

Please submit salary requirements along with your letter of interest to:

Deputy Director for Human Resources
Courthouse Administration Building
200 Adams Avenue
Scranton, PA 18503

Email: elkinsm@lackawannacounty.org

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